

STAFF REPORT

TO: Chair and Members, Corporate Services Committee

FROM: Kay Bradley
Health and Safety Advisor

REFERENCE:

DATE: 12 August 2008

SUBJECT: Health and Safety Update Report

PURPOSE/REASON FOR REPORT

To update the Corporate Services Committee on the latest health and safety activity and projects.

COMMENT/DISCUSSION

1. New health and safety representatives were elected in January 2008. This group also forms the Council health and safety committee and includes a representative from 2nd tier management. All health and safety representatives have recently attended Stage One Health and Safety Representative training.
2. As of April 2008, the Council has an agreed 'Employee Participation System'. This system sets out the process Tasman District Council and its employees have agreed on, to ensure all employees have reasonable opportunities to participate effectively in the ongoing processes for improvement of workplace health and safety.

The above meets Councils obligation under Part 2A of the Health and Safety in Employment Act 1992 and 2002 amendments.

3. Health, Safety and Wellbeing Objectives have been set for the 2008/09 financial year. Objectives included:
 - Development of the new Health & Safety System
 - Council employees actively participating in NZ Health & Safety Week
 - Update Hazard Identification and Assessment processes
 - Develop centralized Hazard Register
 - Provide relevant health and safety training for all Council employees (as and when required)

4. Aiming to achieve Primary level Accreditation of the ACC WSMP (Workplace Safety Management Practices) by May 2009. This would give Council a 10% discount on their ACC levies.
5. "Contractors Health and Safety Documents and Information Booklet" was developed in March 2008. This booklet contains important information to ensure contractors, subcontractors or their employees are not harmed while undertaking any work the contractor was engaged to carry out for Council. This document is now being used throughout Council.
6. All health and safety related documents and information can be found on the Council Intranet under Shared Documents/Health & Safety.

RECOMMENDATION

That the Corporate Services Committee receives the Health and Safety Update Report dated 12 August 2008.

Kay Bradley
Health and Safety Advisor